



STATE OF NEW YORK  
DEPARTMENT OF LABOR

APPENDIX A

LANDSCAPE NURSERY MANAGER  
D.O.T. CODE 408.161-010

This training outline is a minimum standard for Work Processes and Related Instruction. Changes in technology and regulations may result in the need for additional on-the-job or classroom training.

WORK PROCESSES

	<u>Approximate Hours</u>
A. <u>Plant and Tree Identification</u>	1000
1. Identifying plants, their uses, and their optimum growing conditions:	
a. shrubs – deciduous and evergreen	
b. ground covers	
c. perennials and annuals	
d. trees – deciduous and evergreen	
e. vines	
B. <u>Turf Management</u>	1200
1. Identifying types and uses of various grasses	
2. Constructing a lawn by seeding and sodding.	
3. Watering.	
4. Controlling diseases, insects and weeds.	
5. Fertilizing and applying nutrients.	
6. Dethatching and aerating.	
C. <u>Pruning and Shearing</u>	800
1. Trees – deciduous and evergreen	
2. Shrubs – deciduous and evergreen	
D. <u>Planting Practices</u>	1000
1. Selecting locations for new plantings.	
2. Preparing the soil	
3. Digging plants, trees and shrubs.	
4. Planting plants, trees and shrubs.	
5. Watering	
6. Fertilizing and applying nutrients.	
7. Applying mulch.	

<u>Landscape Nursery Manager – Continued</u>	<u>Approximate Hours</u>
E. <u>General Pest Control</u>	700
1. Controlling pests associated with:	
a. shrubs	
b. trees	
c. lawns	
d. annuals and perennials	
2. Integrated pest management	
3. Safe use of chemicals and fungicides	
F. <u>Nursery Practices</u>	1200
1. Lining out	
2. Area planning	
3. Crop rotation	
4. Plant propagation:	
a. hot house	
b. cold frames	
c. propagation from seed	
d. propagation from cuttings	
e. grafting	
f. budding	
G. <u>Plans and Specifications</u>	500
1. Interpreting scale and symbols on plans.	
2. Reading and understanding contracts and specifications.	
3. Estimating materials and costs.	
H. <u>General Landscape Construction Work</u>	1000
1. Constructing walks, patios, walls and fences.	
2. Constructing quonset greenhouses (optional)	
3. Constructing cold frames (optional)	
I. <u>Operation and Maintenance of Equipment</u>	600
1. Hand tools	
2. Power Tools	
3. Tractors	
4. Rototillers	
5. Spreaders	
6. Mechanical seeders	
7. Sprayers	
8. Mowers	
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Total Hours	8000

*Apprenticeship work processes are applicable only to training curricula for apprentices in approved programs. Apprenticeship work processes have no impact on classification determinations under Article 8 or 9 of the Labor Law. For guidance regarding classification for purposes of Article 8 or 9 of the Labor Law, please refer to <http://www.labor.state.ny.us/workerprotection/publicwork/PDFs/Article8FAQS.pdf>.*

APPENDIX B

LANDSCAPE NURSERY MANAGER

RELATED INSTRUCTION

Safety

Fundamentals

Trade Safety

Chemical Safety (storage, usage, disposal)

All applicable OSHA, EPA and DEC regulations, standards and rules

First Aid (minimum 6.5 hours, every 3 years)

Industrial and Labor Relations (20 hours)

History and Background

Current Laws and Practices

Blueprint Reading, Sketching and Layout

Fundamentals of Blueprint Reading

Freehand Sketching and Layout

Mathematics

Review of Fundamentals

Applications to the Trade

Trade Theory and Science

Botany

Horticulture

Principles of Reproduction and Growth Culture

Science of Disease and Insect Control

Soil Analysis

Conserving Water, Soil, Energy

Landscape Design, or Fundamentals of Three-Dimensional Design

Maintaining Machines and Equipment

Business Management

Customer Service, or Total Quality Management

Techniques of Supervision

Sexual Harrassment Prevention Training – minimum 3 hours

A minimum of 144 hours of Related Instruction are required for each Apprentice for each year.